

Francis City Council Meeting
Thursday, June 11, 2015 7:00 p.m.
Francis City Community Center
2319 South Spring Hollow Rd.
Francis, Utah 84036

Attending: Mayor R. Lee Snelgrove, Councilmembers Matt Crittenden, Byron Ames, Jeremie Forman, Shana Fryer, City Recorder Suzanne Gillett, City Attorney Kraig Powell, and City Engineer Scott Kettle

Others Attending: Kirby L. Woodard, Loraine Flygare, Tim Woodard, Julie Woodard, Shauna Bushman, Josh Lily, John Woodard, Tim & Mandy Crittenden, Lisa Yoder, Bonnie Woodard

1. Welcome, Introductions, & Pledge of Allegiance—The Mayor welcomed all in attendance and asked Councilmember Fryer to lead in the pledge of allegiance.

2. Public Comment—The Mayor opened the meeting for public comment. There was none, the meeting moved forward.

3. Public Hearings

A. Tim & Amanda Crittenden, Minor Subdivision of 2 parcels---The Mayor turned the time over to Planner Burrell to explain her staff report and to explain to the Council what the Crittenden's plans were. She explained that the Crittenden's would like to do a minor subdivision. She informed the Council that Engineer Kettle has reviewed and made his comments on everything. They are on wetland, but the home is not on that parcel of ground, so it should not affect anything.

The Mayor asked if everything on the map had been addressed. The Mayor asked Tim where in the relationship to the house they wanted to build. He was told there was a map in his packet, he then reviewed the map. He asked what the Planning Commission thought. Planner Burrell reviewed what the Planning commission had discussed.

The Mayor informed the Council that Councilmember Crittenden is related to Tim and Amanda. Councilmember Crittenden said that he did not feel comfortable in voting on this.

The Mayor opened the meeting up for public comment. There was no public comment. The Mayor closed the public meeting.

Councilmember Forman Made the motion to approve the minor subdivision. Councilmember Ames seconded the motion. The Mayor and Councilmember Ames, Forman and Fryer all voted in favor. Councilmember Crittenden abstained. Motion passed.

B. John Woodard Business License CUP---The Mayor turned the time over to Planner Burrell. She informed the Council that John Woodard and his son in law Josh Lily would like to apply for a business license and they would need a conditional use permit. Planner Burrell explained to the Council that John already has an existing business license at the same location that they would like this second business license for. She explained that this has gone before the Planning Commission and that it is in a residential zone.

The Planning Commission wanted a fire inspection done, and that has been done. The building inspector said that the structure looks to be sound. Planner Burrell said they were trying to define a set of hours, and that this is a second job for them. They would like to not have any set hours, but that is for the Council to decide.

Planner Burrell explained that you have to go under home and premise occupation and no more than one employee or they would need to have restrooms. Staff proposes if more than one employee then they need to put in a restroom.

There is a plat map in the packet.

The Mayor opened the meeting to the public. There is no public comment, the Mayor closed the public hearing.

Councilmember Ames wanted to know if both businesses were in the same building. Josh said that the Woodard and Dickson business was owned by John, and he just bought the house next to the building. John and Josh just wanted to separate the two businesses. Councilmember Ames wanted to make sure that it was two separate businesses. Councilmember Crittenden wanted to know about parking and if there were going to be big trucks. He was told that there shouldn't be big trucks and they did not need much parking. Councilmember Forman wanted to know about the noise ordinance, he feels that the noise ordinance needs to be addressed.

The Mayor wanted to know if the fire signs had been put up. Councilmember Ames wanted to know what would happen if they outgrew the space, would they have to change conditions again. Councilmember Forman said that he is comfortable with everything and that the noise ordinance needs to be changed.

John stated that he had every neighbor at the Planning Commission and that they are all for it. They are not trying to make a hindrance on anyone.

The Mayor wanted to know where all the material is being stored. He was told inside the building.

Councilmember Crittenden made the motion to approve J&J Fabricating and Woodworking and that they are to comply with the current noise ordinance and all Planning Commission recommendations. Councilmember Forman seconded the motion.

Attorney Powell just wanted to make sure that everything that the Planning Commission set as conditions still applied, he was told yes.

All Councilmembers voted in favor, motion passed.

C. Approval of the amended City Budget for fiscal year 2014-2015, and approval of the tentative budget for 2015-2016--The Mayor opened the public hearing for the amended budget of 2014-2015. He explained what we were amending on the budget.

The Mayor opened the meeting for public comment. He explained that we brought in more money than budgeted for, so we could put more money in the capital projects. There were no public comments. The Mayor brought the meeting back to the Council, he then read Resolution 2015-04.

Councilmember Ames made a motion to approve the amended budget for 2014-2015 fiscal year, with Resolution 2015-04. Councilmember Forman seconded the motion. The Mayor and all Councilmembers voted in favor, motion passed.

The Mayor explained what and how they had budgeted for the tentative budget for fiscal year 2015-2016. He explained that according to changes with the legislation that the city had to show a transfer of payment for water from the general fund to the water fund. There was a brief discussion on cost of living and merit raises, a new dump truck for snowplowing and where money was being brought in and where it was spent.

The Mayor opened the meeting up for public comment, there was none? The Mayor closed the public hearing.

Councilmember Ames made a motion to approve the tentative budget for fiscal year 2015-2016, with Resolution 2015-05. Councilmember Forman seconded the motion. The Mayor and all Councilmembers voted in favor, motion passed.

4. Discussion, Update, and Approval on Potential Actions Items

A. Lisa Yoder, Summit County Be Wise, Energize Community Development Project—The Mayor turned the time over to Lisa to explain the Summit County Be Wise Program. Lisa explained how the program worked and by the Council passing the Resolution then Francis City residents could participate if they chose to.

Councilmember Forman wanted to know if a homeowner is eligible for the program, what exactly that includes. Lisa explained things that would improve the energy efficiency of the house. Councilmember Crittenden wanted to know if someone was planning on building a home would they apply, he was told know. Something a year old would be able to apply. Low income interest parameters would be around 3% with a ten year max. Councilmember Ames wanted to know if there was a certain lifetime for this project. He was told it was a first come first serve basis, but a lot will depend on how it is received.

Lisa said they will make sure that the homeowner gets his rebates that are due. Rebates should go to the homeowner. Planner Burrell asked if they were going to be raising tax rates for this project. Lisa informed her that Taxes are not going to be funding the project.

The Mayor asked what the City had to do. Lisa told him to just help promote the program and that was all.

Councilmember Forman made a motion to approve Resolution 2015-07 for the Summit County Be Wise, Energize Community Development Program. Councilmember Crittenden seconded the motion. All voted in favor, motion passed.

B. Kirby Woodard—Proposed Annexation—Planner Burrell said that she has just received an updated plat map with some information that wasn't included in their packets. She informed the Council were the property to be annexed was. She explained that the property is actually owned by his father Tim, and part of that property is land locked. Kirby is petitioning to annex in 3 acres at the end of Allies Lane. His father's property is on the other side, they would like to do a lot line adjustment to make it a 5 acre lot. Kirby explained what they would like to annex.

It was explained that Kirby petitioned in 2010 and the Council tabled it, so he does not have to start over. At that time there was not a sufficient water line and the sewer was at capacity and the right of way was only 24 feet wide. Today the water line is updated and by 2016 the sewer should be done. So, the road is the main issue. Planner Burrell explained to the Council everything that she and Engineer Kettle had done.

Kirby would like to propose to annex in, he would like to keep an R-1 zone and then maybe in the future they would have access to go in another direction. Councilmember Forman wanted to know how far in they going

with their road know. Where would the hammer head be put? Kirby explained a little bit of what he wanted to do.

Attorney Powell said that when they met and talked with Kirby, the piece that is land locked is in the city and the other piece is in the county. He explained that they are proposing that as part of the annexation they combine the three and two acre lot so that it is a big five acre piece. There will be no other access until there is another road.

The Mayor said on the original conditions it said that everything needed to meet town standards. Engineer Kettle said there is no way to get more than 24 feet wide going back to that parcel. The Mayor wanted to know what restrictions were in the code. There was a brief discussion.

Councilmember Forman wanted to know if all this needed to be spelled out. Attorney Powell said that on page five of the annexation agreement it explains what needs to be done. He will add the hammer head at the entrance to annexation property pursuant to city standards as directed by the City Engineer.

Attorney Powell said this is the first annexation the city has done in about 8 years. It is a complicated process. This is basically starting annexations again in the city. He also talked about annexation fees. He explained that they did pay a lot line adjustment of \$250. The Annexation fee has not been paid. 4C was reviewed. The fee of \$8000 Annexation agreement was discussed.

The Mayor read Ordinance 2015-03 to all present, this would be the Annexation Ordinance.

Councilmember Ames made the motion to adopt Ordinance 2015-03 by the name on record. Councilmember Forman seconded the motion. All voted in favor, motion passed.

Resolution 2015-06 authorized the execution of an Annexation Agreement for the Timothy Ray Wood Annexation.

Councilmember Ames made the motion to approve the Resolution 2015-06 subject to name change on the property. Councilmember Fryer seconded the motion. All voted in favor, motion passed.

C. City Signs—The Mayor informed everyone that they sent a letter out on the city signs. Planner Burrell explained that in order to get funding from the sponsors we needed to give them a bigger reason. She has contacted a copy that has done plasma cutting for metal. So what she is thinking of doing is taking the current signs and doing new ones.

Councilmember Ames said his concern is how visible is the sign if you are driving down the road.

Councilmember Fryer made a motion to use the Logo in the upper right. Councilmember Ames seconded the motion. All voted in favor, motion passed.

D. Dump truck—The Mayor explained all of the research that Luke has done on researching the truck. Council reviewed the bid. Stainless is heavier, but it will last a whole lot longer.

Councilmember Crittenden would rather pay monthly and leave the money in the bank. The Mayor and Ames would like to pay some down and then do payments. Councilmember Crittenden feels that being a city you need to worry about public safety and you can't be down. He doesn't feel the city can afford to buy another older

truck with the stipulation of keeping it real clean. Councilmember Forman feels that they need to do something, but this is really a lot of money. He feels that the last four years they have spent a lot of money, yes it was on things that were needed, but it is a lot of money. Councilmember Ames feels that maybe they need to start doing the franchise taxes and things like that to run the city.

Councilmember Fryer made the motion that they get the truck and put half down and only go three years and see if they can get the interest rate lower. Councilmember Ames suggested a fixed number, \$50,000 down. Councilmember Ames seconded the motion. All Councilmembers voted in favor.

E. Sewer Update---Engineer Kettle informed Council that they had an official building permit from Summit County. They will start next week.

F. Codification Ordinance Title 2---Attorney Powell reviewed Ordinance 2015-02 on chapter 2 of the codification.

Councilmember Ames made the motion to pass Francis City Ordinance to pass Ordinance 2015-02. Councilmember Forman seconded the motion. All voted in favor, motion passed.

5. Council Business

A. Council Reports---Councilmember Forman informed Council that he has sky divers lined up for Saturday Rodeo. He has a bid for the jackets. Jeremie will order buckles for the hometown events.

B. Planner Reports---Planner Burrell said that the next Frontier Day meeting is June 23 at 7:00. To follow up with sponsorships it has about doubled. Information in newsletter for the history book was requested. She informed the Council that the city has a new copier so that we can do pictures. She informed Council that someone has asked to bring a bucking bull machine during the rodeo. Councilmember Crittenden said that he and Susan had talked a little bit about that.

Marcy brought up the idea of a photo booth and said that it cost too much. Marcy informed the Council that Eileen from Done to Your Taste Catering said she could give \$500 in food or baskets, or \$250 in cash. Council thought that the \$250 in cash would be the best.

Planner Burrell had two different appraisers contact her and she explained to the Council the piece of property they were calling about. She wanted to know what Council thought about making all that property commercial.

Planner Burrell discussed the Spader properties and the water shares.

C. Mayor Reports---Mayor informed the Council that Mr. Childs was in the office today and he explained what he needed to do on the access. There was some discussion on the wild land fire code and what was going on with the league of cities and towns.

D. Financial & Upcoming Events---Budget was reviewed in the meeting.

E. Report and Approval of Bills Paid---*Councilmember Crittenden made a motion to approve the check register. Councilmember Forman seconded the motion. All voted in favor, motion passed.*

F. Approval of Minutes from May 11, 2015---*Councilmember Ames made the motion to approve the minutes of May 11, 2015. Councilmember Fryer seconded the motion. All voted in favor, motion passed.*

Councilmember Forman made the motion to go into executive session. Councilmember Ames seconded the motion. All voted in favor, motion passed.

6. Closed Executive Session (Pending Potential Purchase & Litigation Update)

Councilmember Forman made a motion to go back into the regular Council Meeting and adjourn. Councilmember Crittenden seconded the motion. All voted in favor and motion passed.

7. Meeting Adjourned

Minutes accepted as to form this _____ day of July

Mayor R. Lee Snelgrove

City Recorder Suzanne Gillett

